

## APPENDIX I (CONTD)

Sample RTI Application in connection with  
functioning of Street Lights

To

The Public Information Officers

(Address of the Public Authority)

Sub: Application under the RTI Act, 2005

(A) Name of Applicant

(B) Address of the Applicant (Give address from where you would like to correspond with the PIO))

Sir,

Several complaints have been made regarding non-functioning of streetlights in \_\_\_\_\_ area. In this regard, I seek following information.

- (1) Please indicate name of agency for maintenance of streetlights of this area.
- (2) Indicate the norm regarding time taken to attend such a complaint.
- (3) Information pertaining to action that can be taken against defaulters, if the streetlights are not repaired or replaced within this time period to be given.
- (4) In case the work has been contracted out following information be given:-
  - (a) Provision regarding cancellation of the contract, if complaints are not attended to.
  - (b) Powers of the department to enforce the contract.
  - (a) A copy of the contract be given.

I have submitted initial Application fee of Rs. 10/- vide IPO/Challan/DD No. \_\_\_\_\_.

If you feel that the above requested information does not pertain to your department, then please follow the provisions of Section 6(3) of the RTI Act and transfer the application to the concerned Department within 5 days of receipt.

Also, as per the provisions of the RTT Act, 2005 please provide the details (name and designation) of the first appellate authority with respect to your department with the reply to the above request, where I may, if required file my first appeal.

Thanking you.

Date: \_\_\_\_\_

Enclosed:

IPQ/Challan/DD No. \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Postal Address: \_\_\_\_\_

APPEND

Sample  
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